

**Office of Economic Development  
EDAB Workforce Sub-Committee  
MEETING MINUTES**

Date: December 12, 2008: 9:30 A.M.

**MEMBERS PRESENT**

Jo Wilson, Chair  
Steve Shope  
Jared Langkilde

**STAFF PRESENT**

Patrick Murphy  
Mike Paredes  
William Jabjiniak

**1. Chair's Call To Order**

Chairperson Jo Wilson called the December 12, 2008 meeting of the EDAB Workforce Subcommittee to order at 9:30 A.M. at the Mesa City Plaza, 20 E. Main St., Ste. 200 Mesa, Arizona 85201.

**2. Review of Sub-Committee Goals**

Chair Wilson asked Mr. Jabjiniak to explain his goals for this Sub-Committee. Mr. Jabjiniak stated that he would like this Sub-Committee to develop an action plan to ensure that our workforce is ready for the Mesa Businesses current and future needs. The Sub-Committee discussed how we need to work closely with all of our educational institutions to develop action plans for our current and future needs.

Sub-Committee member Langkilde commented that we need to know what businesses that we have and what their needs are for workforce. One way to obtain this information is to have the City require a business license. Mr. Murphy and Mr. Paredes pointed out that staff is working with the Tax and License Division to recommend to City Council to approve an ordinance requiring a business license. In the interim, staff is working on a database that businesses can voluntarily input data about their business.

**3. Discussion of membership of the Sub-Committee**

Chair Wilson requested that the Sub-Committee members forward two (2) to three (3) possible names for new members to her attention.

**4. Discussion of possible initiatives for the Sub-Committee**

The Sub-Committee discussed the following initiatives that they could undertake in the coming months:

1. Obtain data on Existing and Future needs

The Sub-Committee will review the survey form used in the business expansion retention visits to determine if modifications are required.

2. Business license requirement

The Sub-Committee discussed the possibility of the City requiring a business license. This issue is being raised by various entities. The proposal is still in the initial stages. The Sub-Committee will hear a presentation on this proposal when further research has been gathered for this issue.

3. Creation of assistance groups/forums

The Sub-Committee will form various groups to discuss ways to address Workforce needs. These groups will consist of educational institutions, and industries.

Sub-Committee member Langkilde requested that staff research the best practices of other Cities and their efforts pertaining to Workforce. Staff will provide this information.

The Sub-Committee decided that they would discuss possible initiatives with the new members of the Sub-Committee and narrow the list of initiatives for short term and long term goals.

**5. Adjournment**

Chair Wilson adjourned the meeting at 11:05 A.M.

Submitted By:

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William J. Jabjiniak  
Economic Development Department Director  
(Prepared by Patrick Murphy)